

**Town Meeting Coordinating Committee Meeting
Minutes from April 5, 2009**

1. **Call to Order:** This meeting began at 4:11pm. Present at the beginning of the meeting were: Judy Simpson, Nonny Burack, Harry Brooks, Mary Streeter and Peggy Roberts. Carol Gray arrived after the approval of the minutes. Absent: Dorwenda Bynum-Lewis.
2. **Minutes of March 27:** Nonny moved and Harry seconded a motion to approve the minutes of March 27. There were no minutes for April 2 meeting with the Finance Committee since there was no quorum of TMCC members.
3. **TMCC Suggestions to the Finance Committee:** There was discussion of Judy and Harry's meeting with the Finance Committee and various concerns they raised about TMCC's proposal that department budgets be presented in an order decided by a lottery system. One concern the Finance Committee raised was a concern about the various funds like water, sewer and transportation within the Enterprise Fund category being broken up. It was suggested that the random by lottery process be within the Town Operating Budget so the enterprise funds would be presented together on the same day. Jody will contact Brian Morton to thank him for allowing TMCC to discuss this issue with the Finance Committee and to offer TMCC's perspective on the Enterprise Fund issues.
4. **Warrant Review:** Peggy and Harry will plan this meeting on Monday with Otto Stein and two members of the League of Women Voters. Articles will probably be grouped by categories – CPA, zoning, finance items, petition articles, miscellaneous. There will be an explanation of why the budget will be discussed at a later time.
5. **Information Forum:** Carol gave an overview of confirmed and invited speakers. The topic for the forum is "How to Fund Human Services?" It is scheduled for April 14, 5 – 7 pm at the ACTV studio. Roy Rosenblatt and Paulette Brooks are confirmed. Carol had a discussion with Roy Rosenblatt who offered more suggestions for possible speakers, such as people with the agencies who would be receiving funding. Roy will also call someone he knows who has expertise with state funding issues for human services. Harry said he would also call Stan Rosenberg to ask if anyone on his staff would have expertise on human services funding issues. Harry will handle newspaper publicity, which needs to be done by midday tomorrow. Carol will email Harry the flyer by 9:30am tomorrow.
6. **Bus Tour:** It was decided that we would move the bus tour from 11:30 am to 12 noon, so the new time will be from 12-2 pm. Mary, Harry and Carol are the subcommittee for the Bus Tour and will meet right after this meeting to discuss the issue. Peggy mentioned that ACTV would like a script to make the bus tour more fluid.
7. **Precinct Meetings:** Mary provided a schedule of precinct meetings to Harry and he will bring the schedule to the newspapers to publicize. We will email guidelines and evaluation forms to the conveners of the Precinct Meetings.
8. **Packets for Town Meeting:** The first packet will be sent out on April 15. The second packet will be sent out on April 23. The first packet will have two sheets front and back: First sheet: Warrant Review on top and Bus Tour on the bottom; back side: Library materials on the top and Dependent Care Subsidy on the bottom. Second sheet: Precinct Meetings on one side; back side: Mentoring program (what the mentoring program is, how to become a mentor, and how to ask for a mentor) and how to join the listserv.
9. **New Business:** Carol moved that we explore offering a second forum at the end of May just to discuss budget issues. Harry seconded the motion. Carol said

what she was proposing was that we contact key people from different town committees and departments to see what they think about participating in such a panel and if they could reserve the date. We discussed possible speakers such as 1) someone from the Finance Committee (Carol will call Brian Morton to discuss this); 2) Pat Holland from the Library Board; 3) Andy Churchill from the School Committee and 4) Gerry Weiss for Town Budget. Possible dates for such a forum would May 27 or May 20. Nonny will check to see if the Town Room at Town Hall would be available. If it is not, she will call Harry and Harry will check with ACTV. The vote on this motion was all in favor with Mary abstaining. Mary said her abstention was based on concern that there might be too much planned for Town Meeting members and others.

- 10. Reminder Stickers for Packet Envelopes:** Peggy said the Town Manager was concerned about the idea of having a sticker on the outside of the envelope. He had left a message for Nonny asking why the stickers were necessary, what it would cost to print the stickers, what it would cost for labor for stickers, and generally expressing concern that it wasn't necessary. Carol moved and Mary seconded a motion that we invite Larry Schaffer to come to our regularly scheduled TMCC meeting to answer his questions about the stickers, to discuss the educational forum and to just check in. The vote on the motion was 5 to 1 in favor of inviting Larry to our TMCC meeting. Peggy was concerned that a meeting was not necessary at this busy time and voted against. Harry will call Larry to invite him to our TMCC meeting or, if he is unavailable then, to find another time when we could meet with him. It was discussed what it might cost if TMCC did a postcard mailing with the same content as on the sticker. It was estimated a postcard with important Town Meeting dates would be approximately \$80. Since the labor for the stickers would be voluntary, it was estimated their cost would be approximately \$15 at most.
- 11. Calling New Town Meeting Members:** Judy said last year she and Phil Jackson called all new Town Meeting members and told them about TMCC events. Mary has gathered the information from the Town website of who new Town Meeting members are. Judy said the League of Women Voters could provide this information as well. Mary will get the information she has collected to Judy by Friday and Judy will also speak with her League contact. Judy said she was willing to do this again and Mary offered to help her with the phoning.
- 12. Town Meeting Display:** To be discussed next time.
- 13. TMCC's webpage on the town website:** Mary will give an update regarding the website at the next meeting.
- 14. Upcoming meetings:** TMCC will meet in the Bangs Center in Room 101 at 4:30-6pm on 4/10, 4/17 and 5/1. On 4/24 the meeting will be in the Glass Room.
- 15. Adjournment:** Carol moved and Harry seconded that we adjourn. The vote in favor was unanimous and the meeting was adjourned at 6:29pm.

Documents Distributed at the meeting:

1. Agenda for today's meeting.
2. Minutes of March 27.
3. Draft Town Meeting Warrant.
4. Draft article regarding the Community Preservation proposals.
5. May 4, 2009 Annual Town Meeting Draft List of Articles (Updated 4/3/09)

Carol Gray, Secretary